



**Workforce Development Board of Sullivan, Inc.**

**Jacob Lerner, Chair**  
**Laura Quigley, Executive Director**

*Minutes March 17, 2026 - Full Board Meeting*

**Members Attending:** Jacob Lerner - Board Chairman, Dory Alport- Board Vice-Chairman, Claire Taggart- Board Secretary, Denise Burgio - Board Treasurer, Robert Green – Immediate Past Board Chair, Jim Boxberger, Heather Brown, Donna Buccigrossi, Olga Campos, Nicole Congelosi, James Dannic, Eileen Kammerer, Jeffrey Molusky, Dr. David Potash, Ray Stanishia, Romina Villardi, Rich Whitney.

**Others Attending:** Laura Quigley - WDB, Executive Director, Michelle Cruz- Director, Center for Workforce Development/ One Stop Operator, Jaime Schmeiser – Director, Workforce Development, SUNY Sullivan,

This meeting called to order at 8:05 AM. Quorum was met with 17 voting members present

**Board Business:**

1. Jacob Lerner welcomed new members, Eileen Kammerer and Jeff Molusky. Welcomed new Center for Workforce Development (CWD) Director, Michelle Cruz
2. Laura Quigley reminded Board members to complete the Conflict of Interest form.
3. Approval of December 9, 2025 meeting minutes.  
Motion: Heather Brown  
Second: Claire Taggart  
All in favor: Unanimous
4. Resolution to approve revised By-Laws. The By-laws were last revised in 2016. A Board committee met in 2025 to review and make appropriate edits. The draft revisions were shared and discussed at the December 2025 Board meeting.  
Motion to accept revisited By-laws: Donna Buccigrossi  
Seconded: Denise Burgio  
All in favor - Unanimous
5. The Program Year 2025 Workforce Innovation and Opportunity Act (WIOA) budget was presented by CWD Director, Michelle Cruz. The Board is required to approve the WIOA budget plan.

Resolution to approve the WIOA budget.

Motion to approve: Heather Brown

Seconded: Ray Stanishia

All in favor: Unanimous

6. Directors Report Highlights -Laura Quigley, Executive Director
  - The federal spending bill that includes the Workforce Innovations and Opportunities Act (WIOA) was signed on February 3, 2026. This locks in a full year of funding providing a stable operating environment.

- The next Certified Nurse Assistant (CNA) class is scheduled for April 6, 2026 at SUNY Sullivan. Recruitment is underway.
- Hiring events at the Career Center have begun with an event today and one scheduled for March 31<sup>st</sup>.
- The Move Sullivan Public Bus system will be ending Route E on April 17, 2026 due to low ridership. That route began in March 2025 and served Livingston Manor, Roscoe and other points in the north west end of the County.
- Full report is attached.

7. WDB Strategic Plan – Jacob Lerner and Laura Quigley explained the additions made to the plan; the further explanation of the strategies and goals, the addition of metrics and the change of the effective period to 2026 - 2029.

Resolution to accept the WDB Strategic Plan

Motion to accept: Dory Alport

Seconded; Robert Green

8. Jacob Lerner and Laura Quigley explained the resolution allowing for the increase of reimbursement from 50% to 75% for On the Job Training (OJT) contracts when considering certain factors. Those factors include that the participant's barriers to employment; that the business is a small business, by definition, and the quality of employer provided training and advancement opportunities.

Resolution to update OJT policy to allow for an increase in reimbursement from 50% to 75% when considering certain factors.

Motion to approve: Stacey Cohen

Seconded: Claire Taggart

9. Board Education and Discussion

Jerry Dunlavey – CEO Garnet Health Medical Center Catskills; CEO Garnet Health Doctors; Vice President of Operations, Garnet Health

Mr. Dunlavey presented information on future of healthcare and Garnet medical system and the current workforce needs.

With no further business to discuss, Chairman Lerner called for motion to adjourn meeting at 9:08.

Motion to adjourn: Heather Brown

Seconded: Stacey Cohen

All in favor: Unanimous

**The next meeting will be held on Tuesday, May 12, 2026**